



# Economic Development Enterprise Zones

Edgewood/Joppa  
Greater Aberdeen/Havre de Grace

Retain and expand businesses, create new jobs and revitalize the Route 40 Corridor.

Economic Development  
220 South Main Street  
Bel Air, Maryland 21014

410.638.3059  
1.888.I95.SITE

[oed@co.ha.md.us](mailto:oed@co.ha.md.us)

[www.harfordbusiness.org](http://www.harfordbusiness.org)

# HARFORD COUNTY ENTERPRISE ZONES

## Zone Objectives

Harford County's focus on its two Enterprise Zones designated by the Maryland Department of Business & Economic Development is to:

- Insure retention and spur expansion of resident businesses
- Encourage the creation of well-paying new jobs
- Promote development and occupancy of vacant, underutilized land and buildings
- Support the County's commitment to revitalizing older industrial areas of Harford County

## Edgewood/Joppa

- Designated December, 2004
- 3,900+ acre zone
- Properties situated along U.S. 40, MD 24 and MD 755
- Business parks located within the zone
  - Lakeside Business Park
  - Fashion Park
  - Emmorton Business Park
  - William Paca Business Park
  - Clayton Station
  - Magnolia Business Park
  - Joppa Commerce Center

## Greater Aberdeen/Havre de Grace

- Designated June, 1996
- Expanded June, 1997
- 7,500 + acre zone
- Properties situated along U.S. 40 and within municipalities of Aberdeen and Havre de Grace
  - South to Belcamp and Perryman
  - West to HEAT Center
  - East to include portions of Aberdeen Proving Ground
- Business parks located within the zone
  - Water's Edge Corporate Campus
  - The HEAT Center
  - Chesapeake Industrial Park
  - Cranberry Run Business Park
  - Hardee's Industrial Park
  - Hickory Ridge Industrial Park

## Eligibility

Business must be located within the zone and meet minimum requirements for job creation or for capital investment, including, but not limited to, specified design standards.

### MINIMUM CAPITAL INVESTMENT CONSTRUCTION/ REHABILITATION OF REAL PROPERTY

#### Edgewood/Joppa

- \$50,000

#### Greater Aberdeen/Havre de Grace

- \$25,000 (if business has 10 or less employees)
- \$50,000 (if business has 11 or more employees)

*and/or*

### MINIMUM JOB CREATION

#### Edgewood/Joppa

- 5 new

#### Greater Aberdeen/Havre de Grace

- 2 new (if business has 10 or less employees)
- 5 new (if business has 11 or more employees)

## Benefits

### LOCAL REAL PROPERTY TAX CREDITS\*

Credits are available for up to ten years on capital investments. Credit of 80% on increases in assessed value of real property for first five years, decreasing by 10% annually for the remaining five years. Any real property tax credits are granted for full taxable years only.

### STATE INCOME TAX CREDITS

Require creating a minimum number of new full-time jobs. Salaries must be 150% of minimum wage for 35 or more per hours per week. Credits for hiring "economically disadvantaged" employees (vouchered by the State) are:

- first year \$3,000
- second year \$2,000
- third year \$1,000

One-time credit of \$1,000 for all other eligible new jobs.

**\*NOTE:** Businesses seeking local real property tax credits must apply to the Office of Economic Development and applicable municipal departments prior to completing the construction or rehabilitation project. Real property tax credits may not be granted retroactively.

### BGE "RIDER 7" ELECTRICITY PRICE REDUCTION PROGRAM

Price rate reductions are available through BGE (division of Constellation Energy Group) on new or incremental electrical load increases of 200kw or more per month, for companies that increase employment by at least 10 full-time equivalent persons.

## Sample Property Tax Calculation

SAMPLE OF PROPERTY TAX CREDIT ON \$500,000 INVESTMENT MARKET VALUE OF IMPROVEMENT FOR PROPERTY OUTSIDE A MUNICIPALITY

| Year                            | Tax Without EZ Credit | Credit Rate | Credit Amount | Tax Paid |
|---------------------------------|-----------------------|-------------|---------------|----------|
| 1                               | 5,460                 | 80%         | 4,368         | 1,092    |
| 2                               | 5,460                 | 80%         | 4,368         | 1,092    |
| 3                               | 5,460                 | 80%         | 4,368         | 1,092    |
| 4                               | 5,460                 | 80%         | 4,368         | 1,092    |
| 5                               | 5,460                 | 80%         | 4,368         | 1,092    |
| 6                               | 5,460                 | 70%         | 3,822         | 1,638    |
| 7                               | 5,460                 | 60%         | 3,276         | 2,184    |
| 8                               | 5,460                 | 50%         | 2,730         | 2,730    |
| 9                               | 5,460                 | 40%         | 2,184         | 3,276    |
| 10                              | 5,460                 | 30%         | 1,638         | 3,822    |
| Total Savings Due to the Credit |                       |             | \$35,490      |          |

## Program Objectives

Harford County and the Cities of Aberdeen and Havre de Grace use the Enterprise Zone Program as a strategic economic development tool with these objectives:

- Promote private capital investment
- Create private employment opportunities
- Increase employment opportunities for low and moderate income families
- Broaden the industrial and commercial base of the County
- Support the retention and encourage the expansion of resident business and industry

## HOW TO APPLY FOR BENEFITS

### Enterprise Zone

Complete the Enterprise Zone Qualification Application and return to Harford County Office of Economic Development with the required site and landscape plans. The application will be reviewed and a letter confirming eligibility of benefits will be sent.

**Note:** Application must be submitted no later than October 1 for real property tax credit on the next July 1 tax bill.

- For **REAL PROPERTY TAX CREDITS**, no additional paperwork needs to be completed by applicant. The Office of Economic Development will notify the Maryland Department of Assessment and Taxation and the property owner.
- For **STATE INCOME TAX CREDITS**, submit Maryland Tax Form 500CR along with annual return filed with the Comptroller of the Treasury. Form 500CR is used to claim a credit against the income tax for certain wages paid to qualifying employees in the Enterprise Zone.

### Other Programs

- **STATE INCOME TAX CREDITS FOR HIRING "ECONOMICALLY DISADVANTAGED" EMPLOYEES**, requires the company to have such employee or potential employee certified through Maryland Department of Labor, Licensing & Regulation. For more details, contact Job Service Supervisor at the Bel Air Office, 410.836.4631.

### BGE Rider 7

- To determine eligibility, contact John Sundergill, BGE Director of Economic Development, at 410.265.4004.

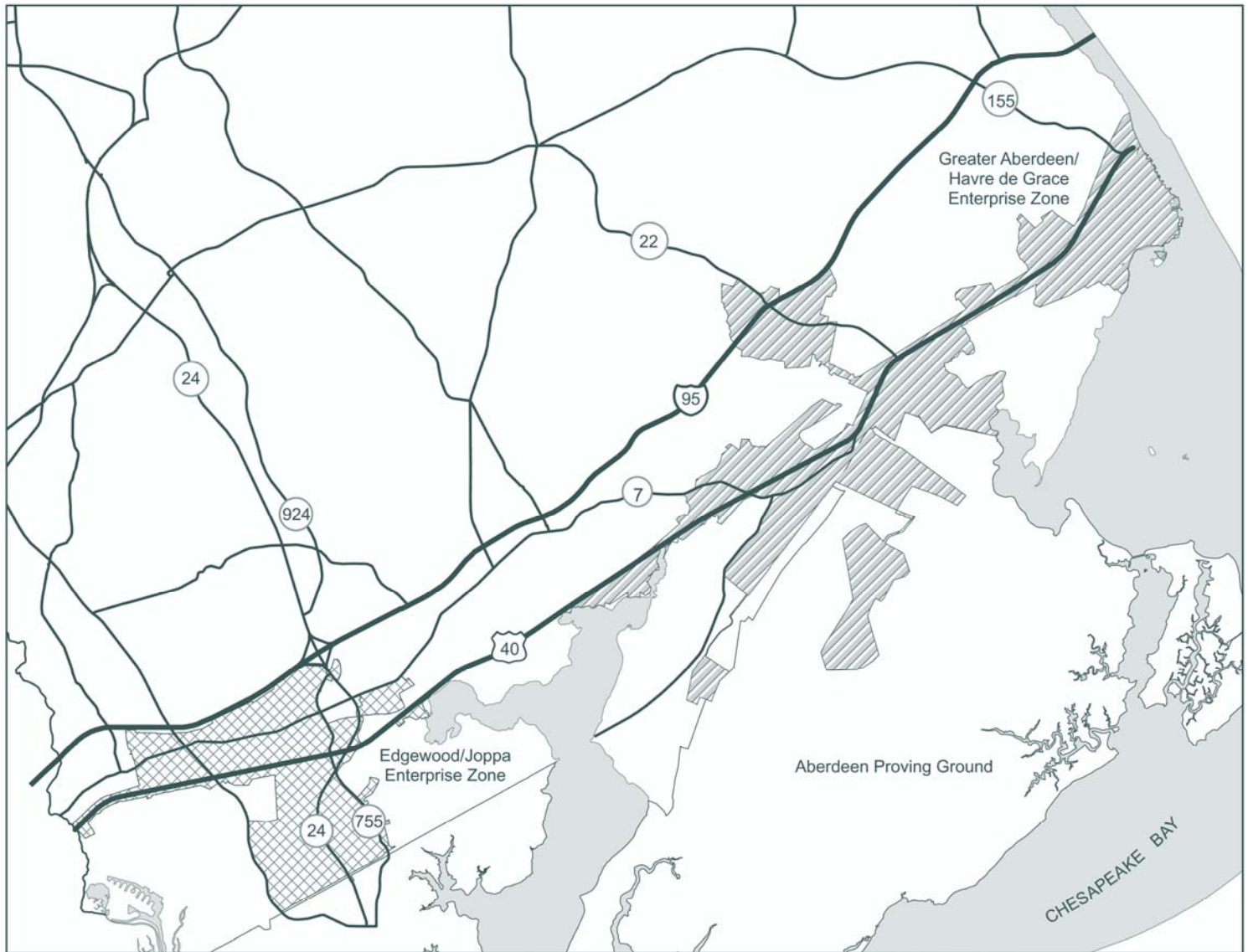
## Financing

For assistance in identifying and applying for appropriate financing through various Maryland authorities and organizations, contact Harford County Office of Economic Development Financial Officer, at 410.638.3059.

## Workforce Training

Coordinate with local and state training and educational agencies to make available education courses, vocational and technical training, and job counseling and placement opportunities.

# Harford County Enterprise Zone Map



## CONTACT FOR FURTHER INFORMATION/APPLICATION

Harford County  
Office of Economic Development  
Business Retention Specialist  
220 South Main Street  
Bel Air, Maryland 21014  
1.888.195.SITE / 410.638.3059  
Fax: 410.879.8043  
[www.harfordbusiness.org](http://www.harfordbusiness.org)

City of Aberdeen  
Department of Planning  
60 N. Parke Street  
P.O. Box 70  
Aberdeen, Maryland 21001  
410.272.1600  
Fax: 410.273.7402  
[www.aberdeen-md.org](http://www.aberdeen-md.org)

City of Havre de Grace  
Department of Planning  
711 Pennington Avenue  
Havre de Grace, Maryland 21078  
410.939.1800  
Fax: 410.939.3692  
[www.havredegracemd.com](http://www.havredegracemd.com)

## **EDGEWOOD/JOPPA ENTERPRISE ZONE BENEFITS**

### **I. STATE INCENTIVES**

#### **A. Property Tax Credit**

Business entities located within the Edgewood/Joppa Enterprise Zone (Zone) may be eligible for this credit if they have made a minimum capital investment of \$50,000 in accordance with local requirements on or after the designation date of June 15, 1995.

The credit for the first through fifth years is for 80% of the property taxes on the "eligible" assessment. The "eligible" assessment is defined as the difference between the base year assessment (i.e., the taxable assessment on the property in the tax year immediately preceding the first year in which the special tax credit will be applied) and the assessment for the first year in which the credit will be applied. Property must be certified to the Department of Assessments and Taxation by the Office of Economic Development during the calendar year (prior to January 1) in order to receive the tax credit for the following year. Credits will be applied to full-year tax bills issued on the July 1 following qualification.

Property tax credits for the sixth through the tenth year are: 6th year - 70%; 7th year - 60%; 8th year - 50%; 9th year - 40%; and 10th year -30%.

A property is qualified by the Office of Economic Development via the use of a letter indicating the name and address of the property owner and property tax account number. This letter, after certification of qualification by the appropriate local government, is sent to the State Department of Assessments and Taxation, with a copy to the local assessor.

The State of Maryland representative for this tax credit program is Robert Young, State Department of Assessments and Taxation, 301 Preston Street, 8th Floor, Baltimore, MD 21201-2305; telephone (410) 767-1191.

#### **B. Income Tax Credit**

Qualifying businesses are eligible for State of Maryland income tax credits based on new jobs created following the zone designation date of December 15, 2004. These credits vary according to the type of employee used to fill the newly-created jobs.

For "economically disadvantaged" employees who have been certified by the Department of Labor, Licensing and Regulations—Bel Air Workforce Center (local job service or employment office), the maximum credits are \$3,000 the first year, \$2,000 the second year, and \$1,000 the third year based on a minimum 35 hours per week, at an hourly salary of 150% of minimum wage. For a non-economically disadvantaged employee, the credit is a one-time maximum of \$1,000 based on a minimum 35 hours per week, at an hourly salary of

**150% of minimum wage.**

**If the business hires a disadvantaged employee to replace a disadvantaged employee in the second or third year, the following credits apply:**

- a. In the second year, the maximum credit is \$2,000 based on a minimum 35 hours per week, at an hourly salary of 150% of minimum wage.**
- b. In the third year, the maximum credit is \$1,000 based on a minimum 35 hours per week, at an hourly salary of 150% of minimum wage.**
- c. Replacement of a non-economically disadvantaged employee by another such employee earns no credit.**

**Income tax credits are available on tax returns for the taxable years immediately following the designation of the Zone or the location of the business in the Zone, whichever is later. The credit is available on wages paid in the taxable year only, and the employee must have worked at least six months before a tax credit can be received. The six-month qualification period begins when the employee is hired, even though the credit is not taken until the following year. Eligible employees must work at least 35 hours per week at an hourly wage of 150% of minimum wage. Employees must spend at least 50% of his or her working time in the Zone or in activities related to the business located within the Zone.**

**A business entity is qualified by receipt of a letter from the Office of Economic Development stating that the business has fulfilled the requirements of the local political subdivision to receive the credits.**

**Procedures for recruiting qualified Enterprise Zone applicants include:**

- 1. Businesses submit a job order to the Bel Air Workforce Center (Job Service Office) requesting Enterprise Zone vouchered applicants.**
- 2. The Bel Air Workforce Center (Job Service Office) vouchers applicants on a regular basis and many "walk-in" applicants may already be vouchered.**
- 3. Businesses must send job applicants to the Bel Air Workforce Center (Job Service Office) for vouchering prior to being hired.**

**In the case of businesses that can retroactively be certified, the Bel Air Workforce Center (Job Service Office) will also do this. In such cases, a copy of the letter of certification from the Office of Economic Development is sent to the Bel Air Workforce Center (Job Service Office) requesting this service. Retroactive vouchering can be done on employees hired on or after the zone designation date of December 15, 2004.**

**In all cases, the business is responsible for sending the voucher to the State by date of hire (or when vouchered for retroactive cases) and certification papers will be sent within a short period of time.**

**The qualifying business follows the instructions printed on Maryland Tax Form 500CR, "Enterprise Zone Tax Credit," which is available from the Income Tax Division and submits the form with its annual filing.**



The income tax credit is treated as an addback modification to taxable income on the Maryland return, whereby the amount of credit is added back to taxable income. This procedure is similar to the "Targeted Jobs Tax Credit" at a federal level. The tax credit is not a refundable credit and all excess credits are carried forward five (5) years from the date the qualified employee was hired.

Employees who are re-hired after having been laid off for more than one year may be eligible for the tax credit plan. Consult the Bel Air Workforce Center (Job Service Office).

In the event of an audit, the following documents must be supplied to the auditing agency:

1. The letter of qualification received from the Harford County Office of Economic Development;
2. The certifying form from the Bel Air Workforce Center (Job Service Office) indicating the class of employee for whom the tax credit is sought (i.e., economically disadvantaged or not);
3. Payroll records for all employees of the business.

The State of Maryland Representative for the Jobs Credit Program is: James W. Fowler, Assistant Manager, Revenue Administration Division, 110 Carroll Street, P. O. Box 1829, Annapolis, MD 21411; telephone: (410) 260-7022.

## **II. LOCAL INCENTIVES**

The following represents the local initiatives and incentives that may be targeted to businesses within the Edgewood/Joppa Enterprise Zone:

1. Harford County, working in conjunction with the State Highway Administration and the Mass Transit Administration, will continue to address implementation of the extended upgrade to the median along U.S. 40 through the removal of concrete barriers and planting of trees and grass to enhance the area.
2. Focus and aggressively promote the services available through Harford County's Small Business Resource Center (SBRC). The SBRC will provide counseling and training to small businesses, particularly in the areas of business planning, marketing, technical and regulatory assistance. Additionally, financing assistance will be made available to eligible borrowers through commercial lenders and available resources of federal, state and local programs, particularly the SBA 504 and Farmer's Home Loan.
3. Harford County Office of Economic Development in conjunction with M&T Bank offers a new loan opportunity called "Revitalization Advantage." The commercial lending program provides low-cost, flexible financing to businesses interested in renovating or developing commercial property in Harford County's Route 40 corridor. A one-fourth of one percent (1/4%) discount off standard interest rates is available to qualifying businesses in this area which includes the proposed expanded Edgewood/Joppa Enterprise Zone. Loan amounts range from \$50,000 to \$3,000,000 and can be leveraged with other Harford County loan funds to maximize savings.

This unique program supports Harford County's commitment to resident business

retention and expansion and the revitalization of older industrial areas in the county.

4. Also, the Harford County Office of Economic Development oversees the Revolving Loan Fund (RLF) and the Economic Development Opportunity (EDO) Fund. RLF provides funds to creditworthy businesses unable to obtain financing through traditional sources due to limited equity, collateral or cash flow. This alternative incentive provided by the County is comprised of a consortium of eight financial institutions and designed to attract, expand and retain small businesses. Loan amounts can range from \$10,000 to \$100,000 from the current \$1.3 million loan pool, and are available to for-profit businesses including manufacturers, wholesalers, retailers, service and agricultural companies.

The EDO Fund is designed to stimulate increased financing for new equipment and operations by complementing traditional lenders, state or federal funding programs. Local and federal funds are used to encourage investment, retention and job creation for working capital, equipment purchases, land or building improvements and purchases. The maximum loan amount is \$100,000.

Additionally, Harford County encourages manufacturers and 501(c)(3) organizations to utilize industrial revenue bonds as tax exempt financing for the acquisition of land, buildings and equipment. IRB bonds are sold to lending institutions, investors and the public at a fixed or floating interest rate. Federal law limits the terms, amount and uses of financing.

5. Actively assist eligible, creditworthy property owners and businesses in pursuing financing for development projects through the Maryland Economic Development Assistance Authority and Funds (MEDAAF), the Maryland Industrial Development Financing Authority (MIDAF), and the Maryland Small Business Development Financing Authority (MSBDFA).
6. In addition to the County's "Fast Track" permitting for major industrial projects or expansions, Harford County will consider a modified permit process for the Edgewood/Joppa Enterprise Zone which would result in an expedited review of applications in order to accelerate private-sector investment, reinvestment and job creation.
7. Provide coordination between businesses and Harford Community College, Harford Technical High School, Bel Air Workforce Center, Susquehanna Workforce Network, and Open Doors Career Center to enhance the delivery of relevant educational courses, technical training and training grants, job counseling, and job placement opportunities.
8. Utilize, wherever possible, the services of the Northeastern Maryland Technology Council.
9. Prepare collateral marketing materials (i.e., computerized listings) for the expanded Edgewood/Joppa Enterprise Zone, including available industrial and commercial sites and buildings; size or square-footage; rezoning; utilities, purchase price or lease rates; owner or listing agent, etc., and integration of the marketing effort the Enterprise Zone into the ongoing Countywide marketing program of the Office of Economic Development.



- 10. Continue to communicate with Enterprise Zone residents and businesses through regular reports to the Edgewood Community Planning Council and the Route 40 Business Association.**
- 11. Harford County initiated and continues a program (Work Force Technical Training Grants) whereby businesses can become eligible for matching training funds up to \$1,000 per fiscal year per employee. Training must be for intermediate or advanced technical or technological training, subject annually to the availability of funds.**
- 12. Harford County's public transportation system operates primarily along the U.S. 40 corridor Monday through Friday from 6 a.m. to 6 p.m. In addition, the transportation system also travels up MD 24 from Edgewood to Bel Air. This transporation system enables reduced income workers or those without personal transportation to reach employers and secure quality jobs.**

**2/8/05**

## EDGEWOOD/JOPPA ENTERPRISE ZONE

### QUALIFICATION CHECKLIST

(This form is for your reference only. For assistance, please call HCOED at (410) 638-3059.

#### BEFORE SUBMITTING APPLICATIONS:

\_\_\_\_\_ Determine that the business property is in the Edgewood/Joppa Enterprise Zone.

\_\_\_\_\_ Meet minimum eligibility criteria for Jobs OR Capital Investment:

\_\_\_\_\_ New job(s) created "or"

\_\_\_\_\_ New construction "or"

\_\_\_\_\_ Rehabilitation of property "or"

\_\_\_\_\_ Applied for Use and Occupancy Permit prior to Dec. 14, 2014

#### APPLICATION(S):

\_\_\_\_\_ Submit a "Qualification Application" to the Office of Economic Development

\_\_\_\_\_ Property Tax Credits: submit form immediately when applying for building permit.

\_\_\_\_\_ Income Tax Credits: submit form immediately after hiring new employee(s).

\_\_\_\_\_ **Income Tax Credits (ITC) ONLY:** In addition to the "Qualification Form," submit the "New Jobs Created" form to the Office of Economic Development. The list should include employees meeting one of these requirements:

\_\_\_\_\_ Newly created jobs (not replacement hires) since locating/expanding in the Zone.

\_\_\_\_\_ Full-time employment of 35 hours or more per week at an hourly wage of 150% of minimum wage.

\_\_\_\_\_ Employed with the business at least six (6) months.

\_\_\_\_\_ Works in the Zone or doing activities directly related to the Zone.

\_\_\_\_\_ **Property Tax Credits (PTC) ONLY:** Submit one (1) copy of both a Site Plan and a Landscape Plan, which illustrates that the following prequalification standards have been met:

\_\_\_\_\_ Curb and gutter are installed at all entrances to property to insure proper drainage within the public access road.

\_\_\_\_\_ All on-site areas used for parking, loading and vehicular circulation are paved with an impervious, dust-free surface.

\_\_\_\_\_ All dumpster, refuse collection areas, and outdoor storage are effectively screened.

\_\_\_\_\_ A minimum area of 5% of the total site is landscaped, including the planting of area theme-specific street trees (specifically, willow oaks or crabapples) at no less than 30-feet on center along the property fronting the public access road.

\_\_\_\_\_ A minimum sidewalk width of 5 feet has been provided along all public road frontage.

(CONTINUED)

\_\_\_\_\_ Has complied with other development and design standards that have been developed in conjunction with the Route 40 Business Association and the Edgewood Planning Council, and which are in effect at the time such incentives are sought.

**NOTE:** Further information concerning the Edgewood Streetscape Plan can be obtained from Harford County Planning & Zoning.

**AFTER SUBMITTING APPLICATION(S):**

\_\_\_\_\_ **Income Tax Credits (ITC) ONLY:** The Bel Air Workforce Center (Job Service) contacts business applicant to review list of employees and determine individual eligibility as "disadvantaged" or "non-disadvantaged."

\_\_\_\_\_ Office of Economic Development sends an approval letter or an explanation for disapproval. (Copies of the approval letter are submitted by OED to appropriate local and state agencies.)

\_\_\_\_\_ **Property Tax Credits (PTC) ONLY:** Property tax credits will automatically appear on Harford County tax bills in July. (Credits will not appear on half-year tax bills in January. Please pay any half-year taxes owed.)

\_\_\_\_\_ **Income Tax Credits (ITC) ONLY:** Credits should be claimed using Maryland Tax Form 500CR and a copy of the approval letter from OED.

\_\_\_\_\_ \$1,000 for each full-time employee (minimum 35 hours per week, at an hourly salary of 150% of minimum wage).

\_\_\_\_\_ \$3,000 for each "disadvantaged" full-time employee (minimum 35 hours per week, at an hourly salary of 150% of minimum wage) for the first year after being hired. Each "disadvantaged" employee must be identified as such by the Bel Air Workforce Center (Job Service).

\_\_\_\_\_ \$2,000 for each "disadvantaged" full-time employee (minimum 35 hours per week, at an hourly salary of 150% of minimum wage) for the second year after being hired. Each "disadvantaged" employee must be identified as such by the Bel Air Workforce Center (Job Service).

\_\_\_\_\_ \$500 for "disadvantaged" full-time employee (minimum 35 hours per week, at an hourly salary of 150% of minimum wage) for the third year after being hired. Each "disadvantaged" employee must be identified as such by the Bel Air Workforce Center (Job Service).

## **ENTERPRISE ZONE INCOME TAX CREDITS**

There are two categories of income tax credits available to Enterprise Zone employers for the creation of new jobs. These are direct credits available against the tax developed on the Maryland Corporation Income Tax return (Form 500) or the Maryland Individual Tax Return Form 502 or 505). For each new job created for which an economically disadvantaged employee is hired, a business may be eligible to receive up to \$6,000 based on a 35-hour work week at an hourly wage of 150% of minimum wage in the first three years of employment. For each new job created and filled by a non-disadvantaged employee, a business may be eligible to receive \$1,000 based on a 35-hour work week at an hourly wage of 150% of minimum wage) in the first year of employment.

After your business has obtained the Notice of Eligibility/Certification from the Harford County Office of Economic Development, tax credits may be taken on each new position created.

In order for your business to receive the economically disadvantaged credit, the Bel Air Workforce Center must certify employees who are economically disadvantaged and issue the Certification of Eligibility. Said credit is up to \$3,000 for the first year, \$2,000 for the second year, and \$1,000 for the third year based on a 35-hour work week at an hourly wage of 150% of minimum wage.

### **HOW TO OBTAIN THE DISADVANTAGED ENTERPRISE ZONE CREDIT**

**STEP 1** Before you hire, contact the Bel Air Workforce Center at (410) 836-4602, with your job order indicating that you wish Enterprise Zone eligibles be referred. If you have walk-ins, send them to 2 South Bond Street, Bel Air, for screening. The Bel Air Workforce Center will send you qualified applicants for interviews with your company either at your place of business or at the Bel Air Workforce Center. Those eligible for the disadvantaged credit will have a voucher issued by the Bel Air Workforce Center. Please ask the applicant for the voucher.

**STEP 2** Once you hire an individual, complete the voucher and return it to the: Targeted Jobs Tax Credit, 1100 North Eutaw Street, Room 205, Baltimore, MD 21201.

**STEP 3** You will receive a Certification of Eligibility from Baltimore for your tax records.

### **NON-DISADVANTAGED CREDIT**

This is a one-time \$1,000 credit based on a 35-hour work week at an hourly wage of 150% of minimum wage). No paper work is required; however, as with the disadvantaged credit, the following conditions of employment must be met in order to claim the credit.

**The employee:**

- 1. Must have been hired by the business subsequent to the date on which the Enterprise Zone was designated (December 15, 2004) or the date on which the business located in the Enterprise Zone, whichever is later;**
- 2. Was not hired to replace an individual who was employed by the business in that or any previous taxable year except in the case where a qualifying employee was replaced;**
- 3. Is a new employee or an employee rehired after being laid off for more than one year;**
- 4. Was employed at least 35 hours per week at an hourly wage of 150% of minimum wage for at least six consecutive months during the taxable year.**
- 5. Spent at least 50% of work time in the Enterprise Zone or in activities directly related to the Zone. Positions that normally require an employee to be away from the Enterprise Zone, such as driving a truck delivering goods manufactured in the Zone, can be eligible so long as their activities are directly related to the Zone.**

**If you have any questions, contact the Bel Air Workforce Center at (410) 836-4602.**

**2/8/05**

## EDGEWOOD/JOPPA ENTERPRISE ZONE ELIGIBILITY STANDARDS

The following standards have been developed by the State of Maryland and by Harford County. All business entities wishing to receive the benefits of an Enterprise Zone must comply with these standards.

1. The business must have been located within the Zone boundaries on the date of designation, relocated to the Zone after the designation date, or started new construction or expansion within the Zone after the designation date.

Designation Date: Edgewood/Joppa Enterprise Zone December 15, 2004  
(encompassing U.S. 40, MD 7 and  
MD 755. See map for exact area.)

2. (a) INCOME TAX CREDITS - MINIMUM QUALIFICATION

Edgewood/Joppa Enterprise Zone = 5 new full-time jobs created (minimum of 35 hours per week per job at a hourly wage of 150% of minimum wage).

(OR)

- (b) PROPERTY TAX CREDITS - MINIMUM QUALIFICATION

Edgewood/Joppa Enterprise Zone = \$50,000+ capital investment

Proprietorships, partnerships and corporations may be deemed eligible for benefits at the discretion of the Office of Economic Development (OED) if the employment or capital investment criteria above are met.

## ADDITIONAL ELIGIBILITY CRITERIA FOR ENTERPRISE ZONES

Property owners and businesses located within the Edgewood/Joppa Enterprise Zone may be certified for incentives if the primary business activity conducted on the properties is in the general public interest and consistent with any of the following categories: (1) research and development; (2) offices; (3) manufacturing, fabrication and assembly; (4) warehousing/distribution; (5) services; and (6) retail (employing 5 or more persons), but excluding convenience stores, gasoline stations, and fast food establishments). For clarification, fast food establishments are those eateries that do not have both a sit-down area AND a wait staff.

Additionally, property owners or resident and new businesses within the Edgewood/Joppa Enterprise Zone may create a minimum of five (5) new full-time jobs that are at least 35 hours per week per new job at an hourly wage of 150% of minimum wage - or - make a capital investment of at least \$50,000 - and - execute a Jobs Agreement committing best efforts

to increase meaningful employment opportunities for low-to-moderate income persons residing within the Edgewood/Joppa area to be eligible for any real property and income tax incentives.

Any property owner or resident business seeking incentives through the Edgewood/Joppa Enterprise Zone must be in full compliance with all state and local laws, codes and ordinances governing the use and occupancy of its premises. If such is not the case, then, prior to consideration of any incentives, or as a condition of local approval of the planned expansion or major improvements, all items not in compliance shall be brought into compliance prior to receipt of any incentives.

Moreover, any property owner or resident business seeking incentives with respect to property tax credits shall (1) install curb and gutter at all entrances to its property to insure proper drainage within the public access road; (2) pave with an impervious, dust-free surface all on-site areas used for parking, loading and vehicular circulation; (3) effectively screen all dumpster and refuse collection areas, and outdoor storage; (4) landscape a minimum area of 5% of the total site, including the planting of area theme-specific street trees (specifically, willow oaks, American Holly, Red Sunset maple, October Glory maple, pin oak, Red Spire pear, Sugar Tyme crab, and crabapples) at no less than 30-feet on-center along the property fronting the public access road; (5) provide a minimum sidewalk width of 5 feet along all public road frontage; and (6) comply with other development and design standards that have been developed in conjunction with the Route 40 Business Association and the Edgewood Community Planning Council, and which would be in effect at the time such incentives are sought. All of the above incentives are subject to review by Harford County Planning & Zoning to ensure compliance.

Property owners and businesses must complete an application for Enterprise Zone eligibility prior to any consideration being given to real property and income tax incentives. The application shall require relevant information, including but not limited to, name and address of the business/property owner, verification of increases in employment, certification of costs for new construction or major renovations, etc.

2/8/05



**MUST BE RECEIVED NO LATER THAN OCTOBER 1 FOR ANY REAL PROPERTY CREDITS TO BEGIN THE FOLLOWING JULY 1.**

**PROPERTY OWNERS: SUBMIT IMMEDIATELY UPON RECEIPT OF BUILDING PERMIT.**

**TENANTS: SUBMIT IMMEDIATELY UPON START-UP OR EXPANSION OF BUSINESS.**

**EDGEWOOD/JOPPA ENTERPRISE ZONE  
QUALIFICATION APPLICATION**

**PLEASE PRINT**

**PLEASE PRINT**

Name of Firm: \_\_\_\_\_ NAICS Code: (Required) \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Cell Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Property Owner (if different): \_\_\_\_\_

Address of Property Owner (if different): \_\_\_\_\_

Property Address in the Enterprise Zone (if different): \_\_\_\_\_

When did business locate to or expand in Zone: \_\_\_\_\_

Type of Business in Zone: \_\_\_\_\_

Property Tax District Number:(two digits) \_\_\_\_\_ Property Tax Account Number:(six digits) \_\_\_\_\_

Business Tax Year: From \_\_\_\_\_ To: \_\_\_\_\_  
(month/day) (month/day)

Is the Company: New: \_\_\_\_\_ Expanding: \_\_\_\_\_ Relocating: \_\_\_\_\_

Prior Location (if applicable): \_\_\_\_\_

Date of Relocation (if applicable): \_\_\_\_\_

Is this Project: New Construction: \_\_\_\_\_ Rehabilitation: \_\_\_\_\_

Project Starting Date: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

\*Cost of Project - MINIMUM COST OF PROJECT FOR ELIGIBILITY IS \$50,000

**AND/OR**

**\*\*5 NEW FULL-TIME JOBS CREATED (Minimum of 35 hours per week per job at 150% of minimum wage):**

(Land) \$ \_\_\_\_\_

(Building) \$ \_\_\_\_\_

(Machinery & Equipment) \$ \_\_\_\_\_

Current No. of Employees: Full Time: \_\_\_\_\_ Part Time: \_\_\_\_\_

Number of New Full-Time Jobs To Be Created (5 or more): \_\_\_\_\_

Number of New Part-Time Jobs To Be Created: \_\_\_\_\_

Projected Annual Payroll for these New Jobs: \$ \_\_\_\_\_

Hourly Wage for New Jobs (without benefits): \$ \_\_\_\_\_

Cost of Benefits Provided (per new employee): \$ \_\_\_\_\_

**\*NOTE: The Enterprise Zone Program has requirements for business eligibility. MINIMUM COST OF PROJECT FOR ELIGIBILITY IS \$50,000 OR 5 NEW FULL-TIME JOBS CREATED (Minimum of 35 hours per week per job at 150% of minimum wage). Proof of expenditures on construction/rehabilitation and/or a list of new employees may be required.**

Signature of Person Completing this Form: \_\_\_\_\_

Typed Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Date: \_\_\_\_\_

Please submit application to: Harford County Office of Economic Development, ATTN: Enterprise Zone Coordinator  
220 South Main Street, Bel Air, MD 21014

2/28/05

## **EXAMPLE OF CALCULATION OF 80% TAX CREDIT**

The property at 22 East XYZ Street, becoming qualified in Calendar Year 2002, will first receive the assessment credit on the July 1, 2007 tax bill (Fiscal Year 2007-08).

|               |  |  |           |
|---------------|--|--|-----------|
| <u>Year 1</u> | 2007-08 assessment   | =                                      | \$150,000 |
|               | 2006-07 base assessment<br>(excluding any new property first assessed in<br>2005-2006) | =                                      | \$100,000 |
|               | Increase in assessment   | =                                      | \$ 50,000 |
|               | Credit allowed on assessment<br>(\$50,000 increased assessment x 80% = \$40,000)       | =                                      | \$ 40,000 |
|               | <u>FIRST YEAR CREDIT AMOUNT:</u>   | <u>\$40,000 / 100 x local tax rate</u> |           |

|               |  |  |           |
|---------------|--|--|-----------|
| <u>Year 2</u> | 2008-09 assessment   | =                                      | \$180,000 |
|               | 2006-07 base assessment<br>(excluding any new property first assessed in<br>2006-07) | =                                      | \$100,000 |
|               | Increase in assessment   | =                                      | \$ 80,000 |
|               | Credit allowed on assessment (\$80,000 x 80%)  | =                                      | \$ 64,000 |
|               | <u>SECOND YEAR CREDIT AMOUNT:</u>  | <u>\$64,000 / 100 x local tax rate</u> |           |

To be calculated for each year over the next three (3) years.

(The 80% credit may be granted for a total of five (5) years.)

THE STATE OF MARYLAND ALLOWS A PROPERTY TAX CREDIT PROGRAM FOR AN ADDITIONAL FIVE (5) YEARS AS FOLLOWS:

|                       |                 |
|-----------------------|-----------------|
| 6 <sup>th</sup> YEAR  | - Credit is 70% |
| 7 <sup>th</sup> YEAR  | - Credit is 60% |
| 8 <sup>th</sup> YEAR  | - Credit is 50% |
| 9 <sup>th</sup> YEAR  | - Credit is 40% |
| 10 <sup>th</sup> YEAR | - Credit is 30% |

**NEW JOBS CREATED  
EDGEWOOD/JOPPA ENTERPRISE ZONE**

**Report due January 1 for each year from date of certification through and including 2014**

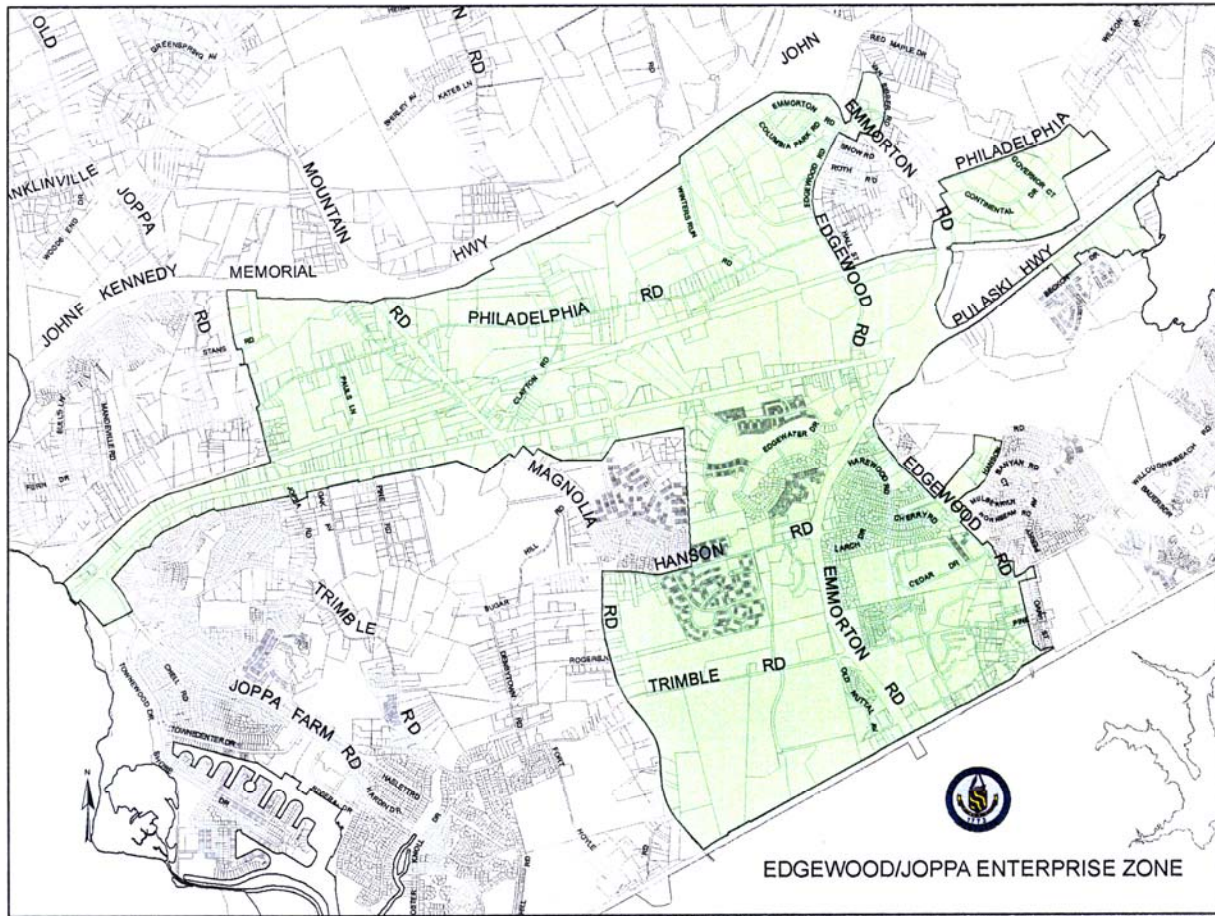
Submitted by: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Date: \_\_\_\_\_

Please complete the information below for new full-time positions created. New full-time jobs must be 35 hours or more per week at 150% of minimum wage. DO NOT list new employees hired as replacements for existing vacancies. Submit with Qualification Application.

| NAME | ADDRESS | CITY | STATE | SOCIAL<br>SECURITY<br>NUMBER | ECONOMICALLY<br>DISADVANTAGED?<br>(YES/NO) | DATE<br>STARTED<br>WORK | PROJECTED<br>ANNUAL<br>PAY |
|------|---------|------|-------|------------------------------|--|-------------------------|----------------------------|
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |
|      |         |      |       |                              |  |                         |                            |

## *FACT SHEET – EDGEWOOD/JOPPA ENTERPRISE ZONE*

The Edgewood/Joppa area of Harford County was awarded a State Enterprise Zone designation in December 2004, by the Maryland Department of Business and Economic Development.



### **Enterprise Zone**

Eligibility was based on the percentage of low income households within this 3,500+ acre area, in relation to the Median Family Income of Harford County. The intent of the Zone is to attract new industry and jobs and to promote improvements in existing businesses within the boundaries of the Enterprise Zone. It is hoped that the following benefits will stimulate the continuing revitalization of these communities.

## **State Programs and Incentives Available With Enterprise Zone Designation:**

- A ten-year program of property tax credits is available for renovations and physical expansions of existing commercial and industrial facilities. On the additional taxes that the renovations or expansion would generate, and which would otherwise be paid in full to Harford County, the Enterprise Zone designation results in those taxes being reduced by 80 percent for the first five years and 70, 60, 50, 40 and 30 percent, respectively, years six through ten.
- Businesses located within an Enterprise Zone are eligible for state income tax credits for each new full-time job created. A business will receive a one-time, \$1,000 tax credit for each new job created, and up to \$6,000 (over three years) for each new job that is filled by an “economically disadvantaged” person.
- Since the Edgewood/Joppa Enterprise Zone is within a designated “priority funding area,” applicant businesses within an eligible industry sector may be eligible for financing assistance through the Maryland Economic Development Assistance Authority and Fund (MEDAAF). For additional information, please contact the Harford County Financial Specialist at 410.683.3059.

## **Property Owners or Resident Businesses Seeking Incentives Must Satisfy the following Pre-qualification Standards:**

Applicants must submit one (1) copy of both the site and landscape plans to Rita Bittner, Enterprise Zone Administrator, at the Office of Economic Development (410.638.3059), which illustrate that the following pre-qualification standards have been met:

- \_\_\_\_\_ Curb and gutter are installed at all entrances to property to insure proper drainage within the public access road.
- \_\_\_\_\_ All on-site areas used for parking, loading and vehicular circulation are paved with an impervious, dust free surface.
- \_\_\_\_\_ All dumpster, refuse collection areas, and outdoor storage are effectively screened.
- \_\_\_\_\_ A minimum area of 5% of the total site is landscaped, including the planting of street trees (see attached list) at no less than 30 feet, and no more than 40 feet, on center, along the property fronting the public access road.
- \_\_\_\_\_ A minimum sidewalk width of 4 feet has been provided along all public road frontage. Sidewalks shall conform with the classification of the road and the standards of the Harford County Road Code.
- \_\_\_\_\_ Complied with other development and design standards that have been developed in conjunction with the Route 40 Business Association and the Edgewood Community Council, and which are in effect at the time such incentives are sought.

Note: See list of theme trees and shrubs that are approved for planting in the attached letter from the SHA dated March 4, 2005.





Robert L. Ehrlich, Jr., Governor  
Michael S. Steele, Lt. Governor



Robert L. Flanagan, Secretary  
Neil J. Pedersen, Administrator

Maryland Department of Transportation

March 4, 2005

Rita C. Bittner  
Business Retention Specialist  
Harford County Economic Development  
220 South Main Street  
Bel Air, MD 21014

Dear Ms Bittner:

Thank you for your request for a recommendation for additional street and flowering trees to be used in the US Route 40 / Edgewood area. The following trees are similar in habit and culture to the existing trees, and will compliment the area.

*The trees previously recommended for the U.S. Route 40 / Edgewood area are:*

|                             |                |                                     |
|-----------------------------|----------------|-------------------------------------|
| <b>Street / shade trees</b> | Willow Oaks    | (Quercus phellos)                   |
| <b>Flowering trees</b>      | Crabapples     | (Malus 'Prairie Fire')              |
| <b>Evergreen trees</b>      | American Holly | (Ilex opaca) / SHA approved species |

*Trees that are also suitable for the area are:*

|                             |                     |                             |
|-----------------------------|---------------------|-----------------------------|
| <b>Street / shade trees</b> | Red Sunset Maple    | Acer rubrum 'Red Sunset'    |
|                             | October Glory Maple | Acer rubrum 'October Glory' |
|                             | Pin Oak             | Quercus palustris           |

These are strong street trees, and can survive in wetter conditions as well.

|                        |                 |                            |
|------------------------|-----------------|----------------------------|
| <b>Flowering trees</b> | Sugar Tyme Crab | Malus 'Sugar Tyme'         |
|                        | Kwanzan Cherry  | Prunus serrulata 'Kwanzan' |

The Sugar Tyme Crabapple has pink buds, which open to white flowers, and is very resistant to diseases. Kwanzan Cherry has double pink flowers and reddish- copper fall foliage. Only flowering trees are to be planted under overhead utilities.

If you need any further information, give me a call at (410) 545-8603, or Margot Bartosh at (410) 545-8622, or in Maryland 1(800) 446-5962.

Sincerely,

Dan Uebersax, Chief  
Landscape Architectural Division  
Office of Environmental Design



cc: File  
Margot Bartosh

My telephone number/toll-free number is \_\_\_\_\_  
Maryland Relay Service for Impaired Hearing or Speech 1.800.735.2258 Statewide Toll Free